

**MINUTES OF THE  
STE. GENEVIEVE BOARD OF ALDERMEN  
REGULAR MEETING  
THURSDAY – JUNE 11, 2020**

**CALL TO ORDER.** Due to the absence of Mayor Hassler and president of the Board Alderman Prince a motion by Aldermen Smith, second by Alderman Raney to nominate Alderman Donovan to be the Chairman for this meeting. Motion carried 7-0-1 with Alderman Prince absent. The meeting was called to order and all stood for the Pledge of Allegiance.

**ROLL CALL.** A roll call by City Clerk Pam Meyer showed the following members present:

Alderman Gary Smith  
Alderman Mike Jokerst  
Alderman Jeff Eydmann

Alderman Bob Donovan  
Alderwoman Susan Johnson  
Alderwoman Ashley Armbruster

Absent: Mayor Paul Hassler  
Alderman Joe Prince

**APPROVAL OF AGENDA.** A motion by Alderman Smith, second by Alderman Jokerst to approve the agenda as presented. Motion carried 7-0-1 with Alderman Prince absent.

**CERTIFICATION OF ELECTION RESULTS.** A motion by Alderwoman Johnson, second by Alderman Eydmann to approve the certification of election results received by the County Clerk, Sue Wolk. Motion carried 7-0-1 with Alderman Prince absent. (A copy of the results are attached.)

**SWEARING IN OF NEW MEMBERS.** At this time City Clerk Pam Meyer swore in the newly elected board members, Alderman Gary Smith, Alderman Jeff Eydmann, Alderman Mike Raney and Alderman Bob Donovan.

**ROLL CALL.** A roll call by City Clerk Pam Meyer showed the following members present:

Alderman Gary Smith  
Alderman Mike Jokerst  
Alderman Jeff Eydmann

Alderman Bob Donovan  
Alderwoman Susan Johnson  
Alderwoman Ashley Armbruster

Absent: Mayor Paul Hassler  
Alderman Joe Prince

**APPOINTMENT OF CITY CLERK.** A motion by Alderman Smith, second by Alderman Eydmann to reappoint Pam Meyer as the City Clerk for a two year period. Motion carried 7-0-1 with Alderman Prince absent.

**APPOINTMENT OF POLICE CHIEF.** A motion by Alderman Eydmann, second by Alderman Jokerst to reappoint Eric Bennett as the Chief of Police for a two year period. Motion carried 7-0-1 with Alderman Prince absent.

**ELECTION OF PRESIDENT OF THE BOARD OF ALDERMEN.** A motion by Alderman Smith, second by Alderman Jokerst to nominate Alderman Donovan for President of the Board. All in favor motion carries 7-0-1 with Alderman Prince absent.

**PRESENTATION/AWARDS.** None.

**PERSONAL APPEARANCE.**

Tammy Alsop with Hochschild, Bloom & Company LLP presented the City's Audit and answered any questions that the board members had.

Jimmie Donze, Muny Band President updated the board concerning the Muny Bands 2020 summer activities.

**CITY ADMINISTRATORS REPORT.** Please see attached.

**STAFF REPORTS.**

Dave Bova – Community Development Administrator (See attached report.)  
Gary Roth – Field Operations Supervisor (See attached report.)  
Kenny Steiger Fire Chief (See attached report.)

**COMMITTEE REPORTS.**

Alderwoman Armbruster reported on the Special Park Board Meeting that was held to discuss the Preliminary Plan for Pere Marquette Park. It was also discussed having the Mayor appoint a couple high school students to the Park Board. City Attorney Mark Bishop will check to see if they will be voting members.

**PUBLIC COMMENTS.** None.

**CONSENT AGENDA.**

Minutes – Board of Aldermen – Regular Meeting – May 28, 2020  
Minutes – Board of Aldermen – Work Session – May 28, 2020  
Minutes – Board of Aldermen – Special Session – June 4, 2020

**Resolution 2020-24. RESOLUTION APPOINTING NICHOLE FRENCH TO THE STE. GENEVIEVE TOURISM TAX COMMISSION.**

**Resolution 2020-25.** A RESOLUTION APPOINTING DEE PATEL TO THE STE. GENEVIEVE TOURISM TAX COMMISSION.

**Resolution 2020-26.** A RESOLUTION OF THE CITY OF STE. GENEVIEVE, MISSOURI AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT WITH BITCO GENERAL INSURANCE CORPORATION TO PROVIDE WORKERS COMPENSATION COVERAGE.

**Resolution 2020-27.** A RESOLUTION AUTHORIZING THE STE. GENEVIEVE TOURISM DEPARTMENT TO APPLY FOR A GRANT FROM THE FY21 MARKETING PLATFORM DEVELOPMENT (MPD) FUND SPONSORED BY THE MISSOURI DIVISION OF TOURISM.

**Resolution 2020-28.** A RESOLUTION OF THE CITY OF STE. GENEVIEVE, MISSOURI AUTHORIZING THE MAYOR TO EXECUTE AND ENTER INTO AN INSURANCE CONTRACT BROKERED THROUGH LAKENAN INSURANCE AGENCY WITH U.S. SPECIALTY INSURANCE COMPANY A SUBSIDIARY OF THE TOKIO MARINE, HCC TO PROVIDE PROPERTY AND CASUALTY INSURANCE.

**Resolution 2020-29.** A RESOLUTION AUTHORIZING WITHDRAWAL OF THE CITY OF STE. GENEVIEVE'S PARTICIPATION FROM MIDWEST PUBLIC RISK OF MISSOURI'S PROGRAMS FOR THE 2020-2021 POLICY YEAR.

A motion by Alderman Smith, second by Alderman Eydmann to remove Resolution 2020-28 from the consent agenda and approve the consent agenda as amended. Motion carried 7-0-1 with Alderman Prince absent.

#### **OLD BUSINESS.**

**BILL NO. 4364. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE MISSOURI VACATING AND DISCONTINUING A PORTION OF AN UNIMPROVED ALLEY IN ROZIER ADDITION. 2<sup>ND</sup> READING.** A motion by Alderman Jokerst, second by Alderman Eydmann, Bill No. 4364 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderwoman Susan Johnson, Alderman Mike Jokerst, Alderman Jeff Eydmann, Alderman Bob Donovan, Alderman Mike Raney, Alderman Gary Smith and Alderwoman Ashley Armbruster. Absent: Alderman Joe Prince Nays: None Motion carried 7-0-1. Thereupon Bill No. 4364 was declared Ordinance No. 4286 signed by the Mayor and attested by the City Clerk.

**BILL NO. 4365. AN ORDINANCE APPROVING A ZONING CHANGE FROM AN "R-1" SINGLE FAMILY RESIDENTIAL TO AN "C-1" GENERAL COMMERCIAL DISTRICT FOR 21454 HIGHWAY 32. 2<sup>ND</sup> READING.** A motion by Alderman Jokerst, second by Alderman Smith, Bill No. 4365 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderwoman Susan Johnson, Alderman Mike Jokerst, Alderman Jeff Eydmann, Alderman Bob Donovan, Alderman Mike Raney, Alderman Gary Smith and Alderwoman Ashley Armbruster. Absent: Alderman Joe Prince Nays: None Motion carried 7-0-1. Thereupon Bill No. 4365 was declared Ordinance No. 4287 signed by the Mayor and attested by the City Clerk.

#### **NEW BUSINESS.**

**BILL NO. 4366. AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE AN RIGHT- OF-WAY EASEMENT BETWEEN THE CITY OF STE. GENEVIEVE AND CITIZENS ELECTRIC CORPORATION. 1<sup>ST</sup> READING.** A motion by Alderman Jokerst, second by Alderman Donovan, Bill No. 4366 was placed on its first reading, read by title only, considered and passed by a 7-0-1 vote of the Board of Aldermen with Aldermen Prince absent.

**BILL NO. 4367. AN ORDINANCE APPROVING A BID PROPOSAL FROM FLIEG'S EQUIPMENT FOR THE PURCHASE OF A HUSTLER SUPER Z 25HP DIESEL 72" SIDE DISCHARGE MOWER IN AN AMOUNT NOT TO EXCEED \$13,900.00. 1<sup>ST</sup> & 2<sup>ND</sup> READING.** A motion by Alderman Jokerst, second by Alderman Donovan, Bill No. 4367 was placed on its first reading, read by title only, considered and passed by a 7-0-1 vote of the Board of Aldermen with Aldermen Prince absent. A motion by Alderman Jokerst, second by Alderman Eydmann to proceed with the second and final reading of Bill No. 4367. Motion carried 7-0-1 with Alderman Prince Absent. . A motion by Alderman Donovan, second by Alderman Eydmann, Bill No. 4367 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderwoman Susan Johnson, Alderman Mike Jokerst, Alderman Jeff Eydmann, Alderman Bob Donovan, Alderman Mike Raney, Alderman Gary Smith and Alderwoman Ashley Armbruster. Absent: Alderman Joe Prince Nays: None Motion carried 7-0-1. Thereupon Bill No. 4367 was declared Ordinance No. 4288 signed by the Mayor and attested by the City Clerk.

**OTHER BUSINESS. None.**

**MAYOR/BOARD OF ALDERMEN COMMUNICATION. None.**

**ADJOURNMENT.** With no further business the meeting was adjourned at 7:16 p.m.

**Respectfully submitted by,**



**Pam Meyer  
City Clerk**

Sue Wolk  
Ste. Genevieve County Clerk

CITY OF STE GENEVIEVE  
RECEIVED

JUN 08 2020

55 S. THIRD ST, ROOM 2  
STE GENEVIEVE MO 63670  
PHONE: 573-883-5589  
FAX: 573-883-7202

**CERTIFICATION OF ELECTION RESULTS BY COUNTY CLERK**

TO: Pam Meyer, City Clerk for the City of Ste. Genevieve

The following is an Official Certification of Election Results of the **General Municipal Election** held in Ste. Genevieve County on **June 2, 2020**.

FOR: **Alderman**

And having compared the record of the Precinct Returns and Tally Sheets made by the Election Judges and having corrected any discrepancies, do hereby certify the following Abstract of Votes Cast.

<u><b>Alderman Ward 1 - 2 yr. term</b></u>	<u><b>Votes</b></u>
Gary Smith	41
Sam Ewing	15
Jerry (Lemon) Klein	6
<u><b>Alderman Ward 2 - 2 yr. term</b></u>	
Robert "Bob" Donovan	45
<u><b>Alderman Ward 3 - 2 yr. term</b></u>	
Jeff Eydmann	84
<u><b>Alderman Ward 3 - 1 yr. term</b></u>	
Mike Raney	75
<u><b>Alderman Ward 4 - 2 yr. term</b></u>	
Joseph D. (Joe) Prince	48

Sue Wolk  
Ste. Genevieve County Clerk

**Certificate of Election Results**

I, Sue Wolk, County Clerk/Election Authority of Ste. Genevieve County, Missouri, do hereby certify that the following is a full and accurate return of all votes cast for all issues at said election as certified to me by the duly qualified and acting judges of said election.

Carol A. Steiger  
Canvasser

Janet A. Kist  
Canvasser

Certified this 5<sup>th</sup> day of June, 2020.

(SEAL)

Sue Wolk  
Sue Wolk  
County Clerk/Election Authority  
County Ste Genevieve, State of Missouri

## CITY ADMINISTRATOR REPORT

June 11, 2020 UPDATE 1

1. The Missouri Bicentennial Quilt is kicking off the statewide tour here in Ste. Genevieve starting Thursday during regular business hours through June 23. A special evening open house is Friday from 7p-8p to highlight the 6x6 square featuring Ste. Genevieve County.
2. We are working our way to closing on the 5 acres on Progress Parkway with Mark Heisel. We need to get the subdivision plat recorded before Ste. Genevieve County Abstract can begin the paperwork process and set a closing date. We need to bring it before P&Z and to the board for approval since it is over 3 acres.
3. The city hall committee met and established priorities: Make sure the basement stays dry, check on electric in basement and attic for safety issues, police side to be worked on first (may be phased depending on total cost), and use a contractor not the public works department so work can be completed and not set aside other projects. I talked with architect Steve Bacon about the project and caught him up to date with what the committee decided to pursue. After talking with Mr. Bacon I believe we have some modifications that need to be looked at as well as a deeper dive into the electric lines in the building. I would like to have Mr. Bacon and his electrical engineer do an extended review of the HVAC and electrical needs of the building, determine if we can break this into 3 phases and do some redesign that I think with help from the committee and police chief better utilize our space.
4. We will be bringing a number of policy adoptions in the next couple of months that deal with the financial side of the administration as recommended by our auditors. Job descriptions are another area we will be working on for the next month besides budget and a 10 year capital plan.
5. The board requested we bring back a payment arrangement ordinance for overdue water bill payments so we could review overdue bills from COVID-19 or other issues and have the policy laid out in ordinance form. We have contacted a number of other cities and we were unable to find a city that had adopted an ordinance. The closest payment arrangement ordinance we have found is in our court section of the code where it gives discretion to the judge to establish a payment arrangement. We recommend we continue our current practice for water shut offs beginning in July.
6. Our sales tax report from the state came in and the results are fairly good. We lagged about 1/2% from last year for our general sales, transportation, and capital improvement taxes which is a good number considering we were anticipating a 5% or more drop. As for the use tax we saw a doubling of what we had last year and are just about at budget.
7. The park board had a special meeting Tuesday night and approved moving forward on a master plan for Pere Marquette Park that includes recreational items recommended through their survey.



## Street and Park

MAY/JUNE

- Mowed and weed eat
- Repaired and filled in pot holes
- Did repairs and service on mowers
- Burnt brush site
- Fixed a drainage problem on Ridgeway
- Cut up and removed fallen tree on Main Street
- Opened up restrooms and playground equipment
- Cleaning and sanitizing as necessary on all sites





# Community Development

David Bova  
Community Development Administrator  
165 S. Fourth Street  
Ste. Genevieve, MO 63670

Phone: 573-883-5400  
Fax: 573-883-8105  
Email: [dbova@stegenevieve.org](mailto:dbova@stegenevieve.org)

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## June 2020 Staff Report

### Activities for 5/13/20 – 6/9/20

#### *Historic Preservation – Heritage Commission*

- Meeting – last meeting Monday, May 18; next meeting, Monday, June 15
- Approved 6 COA. Approved 2 COAs and 3 Ordinary Maintenance applications administratively
- SHPO Historic Preservation Grant – signing Financial Assistance Agreement this week

#### *Building Department / Code Enforcement*

- Occupancy Permits / Inspections 32
- Building Permits Issued 11
- Demolition Permits 1
- Sign Permits 0
- Chicken Permits 0
- Special Use Permits 0

#### *Rental Housing Advisory Commission*

- Nothing new to report – next meeting possibly this month if needed

#### *Planning & Zoning*

- Meeting – No meeting this month
- Next meeting – Thursday, July 2

#### *Board of Adjustment*

- Nothing new to report.

#### *Floodplain Management*

- Nothing new to report

#### *Property Maintenance Focus (6/25/18 – 6/9/20/20 Cumulative)*

- Properties Reviewed 208
  - No Issue or Repairs Made 196
  - Repair Plan from Property Owner 12
  - Notice of Violation issued 11
  - Abatement by City 1
-

# Ste. Genevieve Fire Department

Ken Steiger Fire Chief  
165 South 4<sup>th</sup>. Street  
Ste. Genevieve, Mo. 63670

Phone: 573-883-5400 City Hall  
Phone: 573-883-5321 Fire House  
Fax: 573-883-8081 Fire House  
Email: [sgfd7101@gmail.com](mailto:sgfd7101@gmail.com)  
Cell Phone: 573-883-0615

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## Monthly Operations Report

Date: **May 2020**

### Calls for Assistance:

- SGFD responded to **10** emergency calls in **May**.
- Total Responses for the year 2020 are **78** calls, **down 14** calls from last year.

### Staffing:

- SGFD roster is **down 3**. Due to the fireman being volunteer, openings will occur
- Volunteers are still needed to form an applicant list, contact any SGFD firefighter if interested(Facebook and web page are working well)

Training: (FYI, all monthly training is done after hours or on weekends)

- **Monthly Training was on 5/18 online Fire Hose Advancement**
- Preplans have been cancelled until things get better

### Meetings Attended

Ozark Firefighters meetings – **Cancelled**  
Bi County Chiefs Meeting - **Cancelled**

Technical Rescue: (FYI, all Tech Rescue training is done after hours or on weekends in addition to regular monthly training)

- Nothing to report

### Facility:

Have gotten the rough numbers in on the LED Light switch over at the fire house.  
Cost \$8,500 My guys have agreed to do the install to save the city installation fees  
Potential Rebate \$4,800  
Actual cost after rebate \$3,700  
Finished up the specs to send out for bids (**on hold**)

### Apparatus & Equipment Maintenance:

**Nothing new to report**

### Fire Radio

Nothing to report

Grants

- 1) Federal Assistance to Firefighters Federal Grant.  
Starting to look into the needs for a 2019 grant attempt.  
**Grant was written and submitted. No news yet.**
- 2) Community Foundation Grants(Holcim). I have been informed this may be the last year these grants will be available.  
**Out for bids on the equipment to be purchased with Community Foundation Grants(Holcim) funds. Bids due on June 12th**

County Firefighters Assn.:

Waiting for Community Foundation Grants(Holcim) check to order the training prop.

Local & State Mutual Aid:

- **Nothing new to report**

Miscellaneous Issues & Events:

**Most non – emergency projects have been suspended.**  
**Have participated in several PR – Emergency Services Parades for kids**

KnoxBox Program

Approved Box for – THE POINT- Waiting for install  
Ultra Flow – Waiting for the install  
Ste. Genevieve Do It Center (2 locations) – Waiting for installs  
El San Felipe – Waiting for the install  
Windcrest Apts has ordered a box.

Box installed      **LUNA Shaved Ice**  
                         **McDonalds**